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Director and Health Officer

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ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

September 29, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

35 SEPTEMBER 29, 2009

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL OF AMENDMENT NUMBER 7 TO CONTRACT NUMBER H-702550
WITH THE PUBLIC HEALTH FOUNDATION ENTERPRISES, INC., FOR
THE PROVISION OF PANDEMIC INFLUENZA RESPONSE SERVICES
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT:

Request approval to execute Amendment Number 7, to Contract Number H-702550, with the Public Health Foundation, Inc., (PHFE) to amend the current agreement to include additional emergency funds received from the Centers for Disease Control and Prevention's (CDC) Public Health Emergency Fund, to increase the maximum obligation by \$1,866,678, to support ongoing efforts to enhance pandemic influenza response.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and instruct the Director of the Department of Public Health (DPH), or his designee, to execute Amendment Number 7, to Contract Number H-702550, with Public Health Foundation Enterprises, Inc. (PHFE) to amend the current agreement to include emergency funds from the CDC's Public Health Emergency Response (PHER), Notice of Award (NA) 1H75TP000350-01 and NA 1H75TP000350-01 Amendment 1 in the amount of \$1,866,678 (comprised of \$1,840,628 from Focus Area 1 [Mass Vaccination] and \$26,050 from Focus Area 2 [Laboratory and Surveillance]) to increase the maximum obligation from \$25,279,685 to \$27,146,363, and make other related changes to enhance, strengthen and support ongoing efforts of DPH's preparedness and response to the pandemic influenza, effective on the date of Board approval through July 30, 2010, 100 percent offset by grant funding.
2. Delegate authority to the Director of DPH, or his designee, to execute future amendments to Agreement No. H-702550 with PHFE to allow for the use of rollover funds and/or increase or decrease funding by an amount that does not exceed 25 percent of the maximum obligation for each applicable year covering the period of August 10, 2009 through August 9, 2010 and August 10, 2010 through August 9, 2011, 100 percent offset by CDC and/or Department of Homeland Security – Urban Area Security (UASI) grant, and/or state funding, subject to the review and approval of County Counsel and the Chief Executive Office (CEO) and notification of your Board.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of this proposed Board action will allow DPH to amend the existing contract with PHFE to add emergency funding and make other related changes (e.g., new scope of work) to continue DPH's efforts to recruit, train and retain qualified staff and subcontractors that perform specialized and vital work needed to prepare for and respond to public health emergencies. Services are further intended to enhance and support DPH's public health infrastructure which is critical to preparedness and response including strengthening and sustaining the public health workforce; increase laboratory capacity and capabilities; planning for and implementing large-scale mass vaccination activities; developing effective public and risk communication; developing effective community mitigation guidance; training and educating the public health workforce; developing and/or coordinating community and personal preparedness activities; and addressing gaps and other challenges related to preparedness and response to an influenza pandemic.

Earlier this year, a public health emergency was declared by the United States Department of Health and Human Services (HHS) as a result of the detection of 20 known cases of individuals infected by swine origin Influenza A virus, now known as the novel Influenza A (H1N1) in the United States. Subsequently, the World Health Organization (WHO) declared the first pandemic in over 40 years in recognition of widespread and sustained human-to-human transmission of the virus in multiple regions around the globe. In light of the threat a pandemic can pose to the nation's public health and security, Congress responded by appropriating funding for the "Public Health and Social Services Emergency Fund" to prepare for and respond to the influenza pandemic. These funds are intended to bolster the nation's preparedness and response capabilities in order to decrease morbidity and mortality rates associated with the influenza pandemic.

Of the \$14,877,914 PHER funds awarded to DPH to date, \$1,866,678 is being amended to the contract with PHFE to hire three temporary staff and to expeditiously execute and monitor a number of consultant/subcontract agreements to perform activities deemed critical to DPH's impending pandemic influenza preparedness and response efforts. One of the staff positions will help DPH Immunization Program to develop and implement training and materials for public and private immunization partners and two positions will help DPH Immunization Program with data entry/analysis of vaccination forms to identify any patterns or areas of concern. Services to be provided by consultants/subcontractors include training for media outlets and Public Information Officers in 88 cities, training for Department spokespersons, California Health Alert Network training and system/user support, development and refinement of resources for Los Angeles area schools, ongoing work on the LAC community mitigation model to identify most effective vaccine related strategies and mass media interventions.

Implementation of Strategic Plan Goals

These actions support Goal 4, Health and Mental Health, and Goal 5, Public Safety, of the County Strategic Plan by implementing steps to increase planning capabilities for prevention and response to pandemic influenza and other public health threats, thus protecting the health and safety of residents in Los Angeles County.

FISCAL IMPACT/FINANCING

Approval of this proposed Board action will allow DPH to amend Contract Number H-702550 with PHFE to include \$1,866,678 (comprised of \$1,840,628 from Focus Area 1 [Mass Vaccination] and \$26,050 from Focus Area 2 [Laboratory and Surveillance]), which increases the maximum obligation from \$25,279,685 to \$27,146,363, and amends the scope of work to increase DPH's ongoing preparedness efforts in the areas of mass vaccination and influenza public health surveillance and laboratory testing and reporting, effective on the date of Board approval through July 30, 2010, 100 percent offset by grant funding.

Funding for this recommended action will be included in the fiscal year (FY) 2009-10 Final Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On November 21, 2006, your Board authorized execution of Agreement Number H-702550 with PHFE and authorized the execution of any amendments to increase or decrease funding up to 25 percent of the contractual maximum obligation. Under this authority, on December 29, 2006, Agreement Number H-702550 was executed

for the term of December 29, 2006, through December 31, 2007; at a maximum contractual obligation of \$7,878,715; 100 percent funded by CDC and CDPH grant funding.

On August 28, 2007, your Board was informed that DPH would be exercising delegated authority to execute Amendment Number 1 to Agreement Number H-702550 to extend the term eight months through August 30, 2008, decrease the initial award by \$44,982 (revised to \$7,833,733), and then increase the maximum obligation by \$4,304,868 (revised total of \$12,138,601); 100 percent funded by CDC grant funding.

On February 6, 2008, your Board authorized the execution of Amendment Number 2 to Agreement Number H-702550 with PHFE to increase the maximum obligation by \$2,447,486 from \$12,138,601 to \$14,586,087; 100 percent funded by CDC grant funding, with provisions for a twelve-month renewal contingent upon the availability of CDC funding for the renewal term, at a maximum obligation to be determined by the Director of DPH, and authorized the execution of amendments that increase or decrease funding of the agreement up to 25 percent of the contractual maximum obligation for the applicable contract term.

On May 13, 2008, your Board was informed that DPH would be exercising delegated authority approved on February 6, 2008, to execute Amendment Number 3 to Agreement to H-702550 with PHFE to increase the maximum obligation by \$1,570,678, from \$14,586,087 to \$16,156,765; 100 percent funded by CDC and UASI grant funding.

On August 8, 2008, your Board was informed that DPH would be exercising delegated authority approved on February 6, 2008, to execute Amendment Number 4 to Agreement H-702550 for the period August 10, 2008 through August 9, 2009 to increase the maximum obligation of the agreement by \$4,129,481 from \$16,156,765 to \$20,286,246; 100 percent funded by CDC and UASI grant funding.

On January 13, 2009, your Board approved delegated authority to execute Amendment Number 5 to Agreement H-702550 for the period August 10, 2008 through August 9, 2009 to increase the maximum obligation by \$2,152,277, from \$20,286,246 to \$22,438,523; 100 percent funded by CDC and UASI grant funding.

On April 26, 2009, HHS declared a public health emergency as the result of the detection of 20 known cases of individuals infected by H1N1 in the United States.

On June 11, 2009, WHO declared the first pandemic in over 40 years in recognition of widespread and sustained human-to-human transmission of the virus in multiple regions around the globe.

On July 28, 2009, your Board authorized DPH to execute Amendment Number 6 to Agreement H-702550 with PHFE for the period August 10, 2009 through August 9, 2010 to increase the maximum obligation by \$2,841,162, from \$22,438,523 to \$25,279,685; 100 percent funded by CDC and UASI grant funding.

On July 31, 2009, DPH was awarded \$8,510,041 (Phase I) and on August 21, 2009, an additional \$6,367,873 (Phase II) in emergency funds under the CDC's PHER, NA 1H75TP000350-01 and NA 1H75TP000350-01, Amendment 1, to enhance, strengthen and support ongoing efforts of the DPH to prepare for and response to pandemic influenza. These funds were accepted by your Board on September 8, 2009.

CONTRACTING PROCESS

Not applicable.

IMPACT IN CURRENT SERVICES (OR PROJECTS)

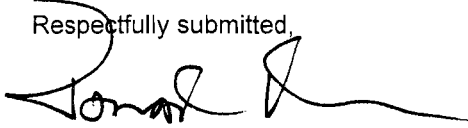
Approval of this action will allow DPH to execute Amendment Number 7 to Contract Number H-702550 with PHFE to include funds that will support ongoing efforts to enhance pandemic influenza response.

The Honorable Board of Supervisors
September 29, 2009
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CONCLUSION

When approved, DPH requires three signed copies of your Board's action.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jonathan E. Fielding', written over a horizontal line.

Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

Handwritten initials 'JEF' in black ink.

WTF:RDT

Attachment

- c: Chief Executive Officer
- Acting County Counsel
- Executive Officer, Board of Supervisors

EXHIBIT I

Contract No. H-702550-7

PERSONNEL AND OPERATIONAL SERVICES AGREEMENT

AMENDMENT NUMBER 7

THIS AMENDMENT is made and entered into this _____ day
of _____, 2009.

by and between

COUNTY OF LOS ANGELES (hereafter
"County"),

and

THE PUBLIC HEALTH FOUNDATION
ENTERPRISE, INC., ("PHFE") (hereafter
"Contractor").

WHEREAS, reference is made to that certain document entitled "PERSONNEL
AND OPERATIONAL SERVICES AGREEMENT", dated December 29, 2006, and
further identified as County Contract Number H-702550 between County and
Contractor; and any amendments thereto (all hereafter "Agreement"); and

WHEREAS, County has been allocated funds from the federal Centers for
Disease Control and Prevention ("CDC"), Catalog of Federal Domestic Assistance
Number 93.069 and the emergency funds from the Centers for Disease Control and
Prevention ("CDC"), Public Health Emergency Response ("PHER") for the Public Health
Emergency Preparedness and Response for Bioterrorism project, of which a portion of
these funds has been designated for Agreement; and

WHEREAS, said Agreement provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties.

NOW, THEREFORE, the parties hereby agree as follows:

1. The Amendment shall be effective upon the date of execution through July 30, 2010.
2. Effective date of this Amendment, Attachments "Q" and "R" (Statement of Work) and Schedules "Q" and "R" (Contract Budget Summary) shall be added to Agreement as attached hereto and incorporated herein by reference.
3. Paragraph 3, DESCRIPTION OF SERVICES, shall be revised to read:

"3. DESCRIPTION OF SERVICES:

 - A. Contractor shall provide services in the form as described in the body of this Agreement (prior Attachments "A" through "P") and current Attachments "Q" and "R" (Statement of Work) and Schedule "Q" and "R" (Contract Budget Summary).
 - B. Contractor acknowledges that the quality of service(s) provided under this Agreement shall be at least equivalent to that which Contractor provides to all other clients it serves."
4. Effective upon the date of execution and to amend the current agreement to include in the current maximum contractual obligation of Twenty-Five Million, Two Hundred Seventy-Nine Thousand, Six Hundred Eighty-Five Dollars (\$25,279,685); is increased by an additional One Million, Eight Hundred Sixty-Six Thousand, Six Hundred

Seventy –Eight Dollars (\$1,866,678) for a total maximum contractual obligation of Twenty-Seven Million, One Hundred Forty-Six Thousand, Three Hundred Sixty-Three Dollars (\$27,146,363). This additional emergency funding is for the time period effective upon the date of execution through July 30, 2010.

5. Except for the changes set forth hereinabove, Agreement shall not be changed in any other respect by this Amendment.

In WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Director of Public Health and

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Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

THE PUBLIC HEALTH FOUNDATION
ENTERPRISE, INC., ("PHFE")

Contractor

By _____
Signature

Print Name

Title _____
(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
ROBERT E. KALUNIAN
Acting County Counsel

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Public Health

By _____
Gary T. Izumi, Chief
Contracts and Grants Division

Rdt:09.16.09
#Assignment#1210

Public Health Foundation Enterprises, Inc.
LAC CDC Public Health Emergency Response Grant
Focus Area 1

Date of Execution – July 30, 2010
Scope of Work

Objective	Activities	Timeline
To provide operational activities and qualified personnel to perform vital work for public health threats in Los Angeles County.	<p>Hire and conduct HR activities for the following staff:</p> <ol style="list-style-type: none"> 1. Nurse Consultant III to develop and implement training modules and informational materials around the H1N1 vaccines from multiple manufacturers, in order to train public and private immunization partners and other community vaccinators that will participate in the County-wide H1N1 vaccination campaign. The nurse will assist in preparation of the field manual for vaccinators in community settings and will also assist in assessing and certifying the competence of vaccinators during the practicum trainings being developed for nurses without recent clinical experience. 2. Research Analyst II to perform data entry of hard copy VAERS forms received via FAX or mail, answer calls from the public and medical providers regarding VAERS procedures, conduct telephone investigations of VAERS reports, develop any materials/resources/procedures related to Los Angeles County VAERS activities, and analyze regional VAERS data retrieved from the national system in order to identify any patterns or areas of concern. 3. Research Analyst II to perform data entry of hard copy VAERS forms received via FAX or mail, answer calls from the public and medical providers regarding VAERS procedures, conduct telephone investigations of VAERS reports, develop any materials/resources/procedures related to Los Angeles County VAERS activities, and analyze regional VAERS data retrieved from the national system in order to identify any patterns or areas of concern. <p>Execute and monitor the following subcontract/consultant agreements:</p> <ol style="list-style-type: none"> 1. Execute and monitor a consultant agreement for Risk Communication PH Emergency Training Workshops. The consultant will develop, plan and execute two trainings for DPH agency partners: one for public information officers for 88 cities and a second for media outlets on public health crisis communications. The project will provide DPH partners with DPH risk communications process and procedures to engage the community with key messaging specific to H1N1 preparedness and outreach. 2. Execute and monitor a consultant agreement for Spokesperson Training for DPH. The consultant will develop, plan and execute two trainings for approximately 200 DPH employees who serve on the Department's Speaker Bureau. The project will provide staff with DPH risk communications process and procedures to engage the community with key messaging specific to H1N1 preparedness and outreach. 3. Execute and monitor a consultant agreement for the Piloting and Evaluating of Materials/Messages. The consultant will evaluate the appropriateness and reach of messages and materials as a critical component of effective communication campaigns aimed at affecting healthy behavior change. Through pilot testing and utilization of focus groups, the cultural appropriateness, readability, and usability of H1N1 messages and materials will be validated. 	Date of Execution – July 30, 2010

4. Execute and monitor a consultant agreement for the Development of Health Alert Network (HAN) Training Materials. The consultant will develop training materials for the new Los Angeles County Health Alert Network system that is being implemented. Scope of work will include developing curriculum materials and training guides.
5. Execute and monitor a consultant agreement for California Health Alert Network (CAHAN) Training and System and User Support. Consultant will develop a CAHAN training curriculum, specific to local implementation and use, and all outreach and training materials, including streaming video. Consultant will also conduct outreach, education and training for CAHAN first time users, administrators and other message recipients including specific focus on health care facilities that includes trainer, registration site and reporting; training for LACDPH staff users and message initiators; maintenance and operations of the system; and system, portal, directory and alerting upgrades required for CDC PHIN compliance including cascade alerting.
6. Execute and monitor a contractual agreement to develop and refine resources for Los Angeles area schools to improve H1N1 preparedness and response with the goal of reducing infectious disease transmission on campuses. Activities will include improving and expanding features of the School Toolkit, improving and adapting on-line training classes and conducting training and dissemination seminars.
7. Execute and monitor a contractual agreement with Formtran. DPH will track all H1N1 vaccine administered through the department via Countermeasure Resources Administration Los Angeles ("CRA LA"). Information collected will include demographics, dose number (first or second), eligibility, location of vaccine administration, and consent. In addition, LACDPH will be responsible for data processing/management and reporting of aggregate data to the CDC on a weekly basis. LACDPH has built its' optical character recognition system for data processing rather than manual data entry in order to meet the strict CDC reporting deadlines. In support of this effort, contractor will provide large scale cleaning/managing/processing of data.
8. Execute and monitor a contractual agreement with Fred Hutchinson Cancer Research Center to adjust the LAC Community Mitigation Model to identify the most effective vaccine related strategies and interventions related to H1N1 Pandemic Influenza response and control. Combinations of interventions, including targeted use of antivirals, vaccines and non-pharmaceutical interventions: quarantine, social distancing and school closures will be examined and considered. A significant portion of this effort will be dedicated to understanding and identifying the most effective use of available vaccines to mitigate the spread of influenza throughout Los Angeles. The most available vaccine immunogenicity and clinical trial data will be incorporated into the model, along with various distribution strategies as defined by CDC and ACIP age specific priority and sub-priority groups.
9. Execute and monitor a contractual agreement for a Pandemic H1N1 Mass Media Campaign to augment federal and state messaging to ensure that clear and accurate messages are successfully reaching constituencies including clinicians, schools and the community. Specifically, contractor will refine, retag and disseminate public service messaging and other mass marketing messages locally tailored to promote mass vaccination efforts.

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

CONTRACT BUDGET SUMMARY

CONTRACTOR / VENDOR NAME : Public Health Foundation Enterprises, Inc.

CONTRACT / PURCHASE ORDER NUMBER:

SCHEDULE / PROJECT NUMBER:

BUDGET PERIOD: Date of Execution to July 30, 2010

FUNDING SOURCE: PHER PHASE I and II - FOCUS AREA 1

BUDGET SUMMARY	
BUDGET CATEGORY	AMOUNT
Salaries	\$ 95,646
Employee Benefits	\$ 10,521
Travel	\$ -
Equipment	\$ -
Supplies	\$ -
Consultant/Contractual	\$ 1,665,478
Other	\$ 8,894
Indirect Costs*	\$ 60,089
TOTAL	\$ 1,840,628

*To request funds for indirect costs, agency must have one of the following:
Federal Negotiated Indirect Cost Rate Agreement (NICRA)
Auditor Certified Indirect Cost Rate

Public Health Foundation Enterprises, Inc.
LAC CDC Public Health Emergency Response Grant
Focus Area 2
Date of Execution – July 30, 2010
Scope of Work

Objective	Activities	Timeline
To provide operational activities and qualified personnel to perform vital work for public health threats in Los Angeles County.	<u>Execute and monitor the following subcontract/consultant agreements:</u> 1. Execute and monitor a consultant agreement with Wendy Wilson. This is for continuing implementation of the Real-Time Disease Detection demonstration project and establishing the basis for an ongoing Respiratory Virus surveillance program with the RTDD clinical sites.	Date of Execution – July 30, 2010

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

CONTRACT BUDGET SUMMARY

CONTRACTOR / VENDOR NAME : Public Health Foundation Enterprises, Inc.

CONTRACT / PURCHASE ORDER NUMBER:

SCHEDULE / PROJECT NUMBER:

BUDGET PERIOD: Date of Execution to July 30, 2010

FUNDING SOURCE: PHER- FOCUS AREA 2

BUDGET SUMMARY	
BUDGET CATEGORY	AMOUNT
Salaries	\$ -
Employee Benefits	\$ -
Travel	\$ -
Equipment	\$ -
Supplies	\$ -
Consultant/Contractual	\$ 24,000
Other	\$ 120
Indirect Costs*	\$ 1,930
TOTAL	\$ 26,050

*To request funds for indirect costs, agency must have one of the following:
Federal Negotiated Indirect Cost Rate Agreement (NICRA)
Auditor Certified Indirect Cost Rate